

**A note from our
State Purchasing Director,
John Utterback**

The SPO is in the early stages of building a solicitation for an E-Procurement Solution for the State of Colorado and potentially a cooperative with the Western States Contracting Alliance (WSCA). This initiative is the result of Senate Bill SB 09-99 which was signed by Governor Ritter on June 4, 2009. In the coming months we will be gathering input from the state and local government procurement community. A Request for Information is planned to be issued in the first quarter of 2010.

Thank you !

Since September 2009 when the State Purchasing Office initiated the Vendor/Purchasing Agent One-On-Ones at the Construction Development Center – eleven state agencies have participated and 238 Small/Minority/Women Business Enterprise (S/M/W BE) have met with agency officials. Thanks to all involved and your continued support of the valuable program. The One-On-Ones will commence again in mid January 2010.

!! MARK YOUR CALENDARS !!

The next **PAC Meeting and P-Card Conference**

April 15 & 16, 2010 to be held at the
Ben Nighthorse Campbell Building.

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The **2nd annual State Procurement Meet and Greet**

(sponsored by the Governor's Office of Economic
Development & International Trade)

August 11, 2010 to be held at the Auraria Campus.

.....**Details to follow**

Hope to see you at both events!

Did you know

The State Purchasing Office is participating in the new Procurement Technical Assistance Center (PTAC) located in Colorado Springs. The Office of Economic Development and International Trade in partnership with several businesses including the Colorado Springs Chamber of Commerce are responsible for the proposal resulting in a federal grant. SPO is participating in the PTAC by assigning the Small Business Development Coordinator as a member of the Board of Directors, assisting in the procurement of furniture, computers, hiring a program director and deputy director and acquiring a facility to house the newly hired staff.

For additional information please contact
John Cisneros at 303-866-6104.

Certificate of Insurance for Price Agreement vendors

An updated Certificate of Insurance (COI) is posted on many State Price Agreements. Your agency may print and use this COI, instead of having to request a separate one from the Price Agreement vendor.

RPN Membership: As announced at the Fall PAC, the State Purchasing Office is pleased to share that we have arranged a paid membership for delegated agencies to join the Responsible Purchasing Network (RPN) providing procurement tools and resources designed to save money, conserve resources, reduce waste, protect human health, and improve efficiency. This is provided in accordance with our move toward Greening Government. We have also rolled out our Green Library, a list of additional resources and links available to purchasing agents using BIDS. This movement toward Environmentally Preferable Purchasing is in accordance with the Governor's Executive Orders as reflected in our EPP policy:

<http://www.colorado.gov/dpa/dfp/spo/docs/epp.pdf>

We hope you will take a moment to look at the green purchasing information provided by RPN. Members of our purchasing community will also be receiving an invitation about the upcoming RPN new user webinar scheduled for Jan. 21st at 2 p.m. EST (12pm MST). The SPO will provide further information by email soon.

REMINDER: When creating Purchase Orders for Temporary Personnel Services or IT staff augmentation services, identify the **Price Agreement position description** as listed on the Price Agreement rate sheets that are posted on the website.

For example, a program may call a worker an "Executive Assistant" or "Java developer" as a "working title". Purchase Orders must include the **Price Agreement position description**, such as "Admin Assistant III" or "Application Software Developer - Intermediate". Agencies should have their programs refer to the rate sheets to identify the Price Agreement position description to assist the Purchasing staff, if a "working title" is used.